

# Child Care Assistance



Iowa  
Department of  
Human Services

## What is Child Care Assistance?

Child Care Assistance helps pay for the care of your child while a parent or caretaker works or attends school.

It might also be used to care for children while a parent or caretaker is looking for work or is unable to care for children because of medical reasons.

## Who can get Child Care Assistance?

You may be able to get Child Care Assistance if you:

- Have a child who needs care and is under the age of 13 (or under the age of 19 if your child has special needs), **and**
- Get help from the Family Investment Program (FIP).

You may still be able to get Child Care Assistance, even if you don't get FIP. You will need to meet the income guidelines and have a child who needs care and is under the age of 13 (or under the age of 19 if your child has special needs).

Also, you must be doing one of the following:

- Working an average of 28 hours per week,
- Attending an approved training or education program full-time, **or**
- Looking for work.

## How do I apply?

You can apply for Child Care Assistance at your local Department of Human Services (DHS) office.

You may also print an application from our website at [www.dhs.state.ia.us](http://www.dhs.state.ia.us).

If you take part in activities approved by the PROMISE JOBS program, call your PROMISE JOBS worker.

## Who can care for my child?

You can choose who you want to care for your child.

Child Care Assistance can be used to pay a variety of different types of providers. The provider you choose must be at least 18 years old and cannot be a parent or guardian of your child. You can choose a:

- Registered child development home
- Nonregistered child care home—the person must pass the child abuse and criminal record checks
- Licensed child care center
- Before and after school programs
- Relative, other than a parent or guardian
- Someone who cares for your children in your home, if you have 3 or more children who need care
- Child care program operated by or under contract to an accredited school

You will get forms from DHS to take to your child care provider. Your provider will need to fill out the forms and return to your local DHS office or PROMISE JOBS worker, if you are taking part in PROMISE JOBS.

Your provider must meet certain requirements and meet health and safety standards. Your provider must also agree to allow you to visit your child when in care.

If you can't find good child care close to your home, ask your Child Care Assistance worker for help.

### Who can help me find child care?

You want to be sure your child is properly cared for and safe. You want to make the best choice possible.

The Iowa Child Care Resource and Referral System (CCR&R) will give you information about the different types of care and how to choose excellent care.

They can help you find child care that fits your needs and is best for your family.

Information about the CCR&R is available at [www.iowaccrr.org](http://www.iowaccrr.org).

#### Northwest Iowa

Mid-Sioux Opportunity, Inc.  
418 Marion St PO Box 390  
Remsen IA 51050  
(800) 859-2025 or (712) 786-2001

*Counties served:* Buena Vista, Calhoun, Cherokee, Clay, Crawford, Dickinson, Emmet, Hamilton, Humboldt, Ida, Kossuth, Lyon, O'Brien, Osceola, Palo Alto, Plymouth, Pocahontas, Sac, Sioux, Webster, Woodbury and Wright

#### Southwest/South Central Iowa

West Central Development Corporation  
701 10th St PO Box 709  
Harlan IA 51537  
(800) 945-9778 or (712) 755-7381

*Counties served:* Adair, Adams, Audubon, Carroll, Cass, Clarke, Decatur, Fremont, Greene, Guthrie, Harrison, Lucas, Mills, Monona, Monroe, Montgomery, Page, Pottawattamie, Ringgold, Shelby, Taylor, Union and Wayne

#### Southeast Iowa

Community Action of Eastern Iowa  
500 E 59th St  
Davenport IA 52807  
(800) 369-3778 or (563) 324-3236

*Counties served:* Appanoose, Benton, Cedar, Clinton, Davis, Des Moines, Henry, Iowa, Jackson, Jefferson, Johnson, Jones, Keokuk, Lee, Linn, Louisa, Mahaska, Muscatine, Poweshiek, Scott, Tama, Van Buren, Wapello and Washington

#### Northeast Iowa

Exceptional Persons, Inc.  
3675 University Ave PO Box 4090  
Waterloo IA 50704  
(800) 475-0804 or (319) 233-0804

*Counties served:* Allamakee, Black Hawk, Bremer, Buchanan, Butler, Cerro Gordo, Chickasaw, Clayton, Delaware, Dubuque, Fayette, Floyd, Franklin, Grundy, Hancock, Howard, Mitchell, Winnebago, Winneshiek, and Worth

#### Central Iowa

Orchard Place Child Guidance Center  
808 5th Ave  
Des Moines IA 50309  
(800) 722-7619 or (515) 246-3560

*Counties served:* Boone, Dallas, Hardin, Jasper, Madison, Marion, Marshall, Polk, Story and Warren

### Your rights and responsibilities

You have the right to:

- Look at complaint files on providers in your local DHS office
- Ask for references from your provider
- Check references from your provider

You may have to pay a part of your child care costs. This is based on your family's income and the number of people in your family.

**Your child care needs and child care provider will need to be approved before you get help with your child care costs.**

You are responsible for reporting providers to DHS who do not meet health and safety standards.

**You can report suspected abuse or neglect to the Abuse/Neglect Hotline at 1-800-362-2178.** This is a free phone call.

### Statement on Nondiscrimination

It is the policy of the Iowa Department of Human Services (DHS) to provide equal treatment in employment and provision of services to applicants, employees and clients without regard to race, color, national origin, sex, religion, age, disability, political belief or veteran status.

If you feel DHS has discriminated against or harassed you, you can send a letter of complaint to:

Iowa Department of Human Services,  
Administrator, Diversity Program Unit, 1305 E.  
Walnut, Des Moines IA 50319-0114; phone  
(800) 972-2017; fax (515) 281-4243.